

OFFICIAL GAZETTE

GOVERNMENT OF GOA

EXTRAORDINARY

GOVERNMENT OF GOA

Legislature Department

Goa Legislature Secretariat (Recruitment and Conditions of Service) Rules 1988

In exercise of the powers conferred by clause (3) of Article 187 of the Constitution of India, the Governor of Goa, after consultation with the Speaker of the Goa Legislative Assembly is hereby pleased to make the following rules, namely:—

1. Short title and commencement.— (1) These rules may be called the Goa Legislature Secretariat (recruitment and conditions of Service) Rules, 1988.

(2) These rules shall come into force immediately.

2. Definition.— In these rules, unless the context otherwise requires:—

(a) "Assembly" means the Goa Legislative Assembly;

(b) "Board" means the Board consisting of Speaker and Secretary;

(c) "Chief Minister" means a Chief Minister of the State of Goa;

(d) "Deputy Speaker" means Deputy Speaker of the Assembly;

(e) "Governor" means the Governor of the State of Goa.

(f) "General Administration Department" means the General Administration Department of the Government of Goa;

(g) "Legislature" means the Legislature of the State of Goa.

(h) "Legislature Secretariat" means the Goa Legislature Secretariat;

(i) "Minister" means a member of the Council of Ministers of the State of Goa, but does not include a Minister of State or a Deputy Minister;

(j) "Officer" means a person appointed to, or borne on the Cadre of the Secretariat staff (not being staff holding any Group 'C' or Group 'D' of the Legislature Secretariat).

(k) "Post" means Group A, Group B, Group C or Group D post specified in the Schedule to these rules;

(l) "recognised University" means a University which the State Government may duly recognise for the purpose of these rules;

(m) "Speaker" means the Speaker of the Assembly;

(n) "Secretary" includes the person holding the charge of the post of Secretary.

(o) "Special Board" means the Board consisting of Speaker, the Chief Minister or Minister for Parliamentary Affairs (if nominated by Chief Minister) and Dy. Speaker under Sub-Rule (3) of Rule 8;

(p) "State Secretariat" means the Secretariat of the State of Goa;

3. Method of Recruitment.— Recruitment to a post or class of posts may be made by any one of the following methods, that is to say—

(a) by promotion of a person employed in the Legislature Secretariat;

(b) by direct recruitment.

4. Appointing authorities for the posts mentioned in the Schedule:

(1) Appointment to the post of the Secretary shall be made by the Governor after consultation with the Special Board.

(2) Appointment to any other Group 'A' post or Group 'B' post shall be made by the Governor after consultation with the Board.

(3) Appointment to non-Gazetted Ministerial Group 'C' posts (including Reporters) shall be made by the Board;

(4) Appointments to Group 'D' posts shall be made by the Secretary;

Provided that the Speaker or the Dy. Speaker may appoint any person in his office as per the authorised strength of staff mentioned in the schedule who is not a Government servant at the choice of Speaker/Dy. Speaker concerned. The term of such an appointment will however terminate with the termination of the term of the Speaker/Dy. Speaker and the appointee will have no right to any post in the Government service.

(5) *Control over administration of Secretariat.*— Subject to the authority of the Board the Secretary shall exercise superintendence and control over the staff and administration of the Legislature Secretariat, and shall be responsible for the working of the Legislature Secretariat;

(6) *Condition of Service:*

(1) The scales of pay, allowances and other emoluments and other conditions of service of persons appointed to any posts under the Legislature Secretariat shall be the same as the scales of pay, allowances and other emoluments and conditions of service applicable to members of corresponding posts in the State Secretariat. Where there is no corresponding post in the State Secretariat, the scales of pay, allowances and other emoluments and other conditions of service shall be such as may be determined by the Special Board.

(2) *Other Conditions of Service:*

i) In respect of all matters regulating the conditions of service of officers for which no provision or insufficient provision has been made in these rules, officers shall be governed by such rules as are applicable to the officers of the corresponding rank in the State Secretariat, subject to such modifications, variations, or exceptions, if any, in such rules, as the Board may, after consultation with the Chief Minister by order, from time to time, specify,

ii) Where there is no officer of the corresponding rank in the State Secretariat, such matters shall be determined by the Special Board;

(7) *Agenda of Special Board Meeting.*— The Secretary shall arrange to send the agenda of every meeting of the Special Board to the General Administration Department at least 5 clear days before such meeting.

(8) *Vacancies on Board.*— (1) In the event of a vacancy in the office of the Speaker or in the event of his being prevented from performing his duties by any cause whatever, the powers and duties of the Board shall be exercised by Secretary who shall administer the Legislature Secretariat and the Powers and duties of the Board shall be exercised by him.

(2) In the event of vacancy in the Office of the Speaker or in the event of his being prevented from performing his duties by any cause whatever, the Secretary shall, subject to the directions, if

any, of the Governor, administer the Legislature Secretariat:

Provided that any matter which requires the approval or sanction of or consultation with the Board or special Board and which can without detriment to the Public interest be deferred until a new Speaker is chosen or until is capable of performing his duties shall be deferred by the Secretary:

(3) When the Chief Minister is unable to discharge his functions owing to absence, illness or for any other cause, the Chief Minister may nominate Minister for Legislative Affairs to discharge his functions as the member of the Special Board during his absence.

SCHEDULE
[See Rule 2(i)]

Sl. No.	Designation of post	Number of posts	
		Part I Permanent	Part II Temporary
1	2	3	
	GROUP 'A' (GAZETTED)		
1.	SECRETARY	1	—
	GROUP 'B' (GAZETTED)		
1.	Under Secretary	2	—
2.	Editor of Debates	1	—
	GROUP 'B' (Non-Gazetted)		
1.	Private Secretary to Speaker	1	—
2.	Private Secretary to Deputy Speaker	—	1
3.	Research Officer	1	—
4.	Committee Officer	—	1
	GROUP 'C'		
1.	Superintendents	3	—
2.	Reporters	6	3
3.	Accountant	—	1
4.	Assistants	3	1
5.	Translators	—	2
6.	Senior Stenographers	1	—
7.	Security Officer (Marshal)	1	—
8.	Upper Division Clerks	2	—
9.	Personal Assistant to Speaker	—	1
10.	Junior Stenographers	2	1
11.	Assistant Librarian	—	1
12.	Lower Division Clerks	6	3
13.	Drivers	3	2
14.	Gestetner Operator	1	—
	GROUP 'D'		
15.	Chopdar	1	—
16.	Daftary	1	—
17.	Peons	11	2
18.	Jamadar	1	—
19.	Watch & Ward	—	4
20.	Sweeper	—	1

The authorised strength of staff attached to Presiding Officers

<i>Hon. Speaker</i>	
1.	Private Secretary to Speaker
2.	Personal Assistant to Speaker
3.	Lower Division Clerks
4.	Driver to Speaker
5.	Chopdar
6.	Peons to Speaker
<i>Hon. Deputy Speaker</i>	
	Private Secretary to Deputy Speaker
	Lower Division Clerks
	Driver to Dy. Speaker
	Jamadar
	Peons